

PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Citizen Communication items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are estimated; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. Business agenda items can be heard in any order after 7:30 p.m.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

A G E N D A
TIGARD CITY COUNCIL MEETING
MAY 17, 2005

- **EXECUTIVE SESSION:** The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

6:30 PM

1. **WORKSHOP MEETING**
 - 1.1 Call to Order - City Council & Local Contract Review Board
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Council Communications & Liaison Reports
 - 1.5 Call to Council and Staff for Non-Agenda Items
2. **JOINT MEETING WITH THE DOWNTOWN TASK FORCE TO HEAR AN UPDATE ON THE DOWNTOWN PLAN**
 - Staff Introduction: Community Development Staff
3. **JOINT MEETING WITH THE PARK AND RECREATION ADVISORY BOARD**
 - Staff Introduction: Public Works Staff
4. **PRESENTATION ON THE TUALATIN RIVER NATIONAL REFUGE**
 - Staff Introduction: Community Development Staff
5. **BRANDING/GRAPHIC IDENTITY CONSULTANT INTERVIEWS**
 - Staff Introduction: Administration Staff

6. DISCUSSION OF MEASURE 37 DECISION-MAKING ENTITY
 - Staff Report: Community Development Staff
7. DISCUSSION OF AN INFORMATIONAL SUMMARY REPORT REGARDING THE URBAN SERVICES AREA
 - Staff Report: Community Development Staff
8. COUNCIL LIAISON REPORTS
9. NON AGENDA ITEMS
10. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.
11. ADJOURNMENT

!:\adm\cathy\cca\2005\050517.doc5/4/05

AGENDA ITEM # 2
FOR AGENDA OF 5/17/05

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Joint Meeting with Downtown Task Force/Downtown Plan Update
PREPARED BY: Jim Hendryx DEPT HEAD OK [Signature] CITY MGR OK [Signature]

ISSUE BEFORE THE COUNCIL

Council will be updated on the Tigard Downtown Improvement Plan's progress and have the opportunity to discuss the plan with Task Force members.

STAFF RECOMMENDATION

Not applicable.

INFORMATION SUMMARY

For FY 2004-2005, the City received a Transportation and Growth Management Grant (TGM) from the Oregon Department of Transportation (ODOT) to create the Tigard Downtown Improvement Plan. The Downtown Task Force has worked with the Tigard community and project consultants to develop the Plan, which focuses on the green "heart" of Tigard (Fanno Creek), natural and public spaces, and creating a vibrant urban village.

In March and April, the Task Force met with more than 400 people to discuss the Plan and get the community's comments. More than 100 people attended the April 23rd Open House and received a Plan overview, heard from local and regional officials about making the Plan happen, and had the opportunity to ask questions and comment.

When complete, the Plan will provide a short- and long-term strategy for Downtown improvements, including recommended approaches to funding. Council is scheduled to review the Plan in July 2005. The Task Force is now finalizing the Plan and looking ahead to implementation. The Task Force will be re-appointed this summer, with three working groups focusing on making the Plan happen: CIP projects/Brand Tigard (short-term), Catalyst projects (long-term), and developing land-use regulations. Identifying long-term funding sources and implementing Downtown improvements are two key elements to maintaining the project's momentum in the near term.

OTHER ALTERNATIVES CONSIDERED

N/A

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Community Character and Quality of Life/Central Business District Goal #1, Provide opportunities to work proactively with Tigard Central Business District Association (TCBDA) businesses and property owners and citizens of Tigard to set the course for the future of the central business district.

ATTACHMENT LIST

Attachment 1: Downtown Task Force/Downtown Improvement Plan Next Steps

Attachment 2: Preferred Design Concept (from 4/23/05 Open House)

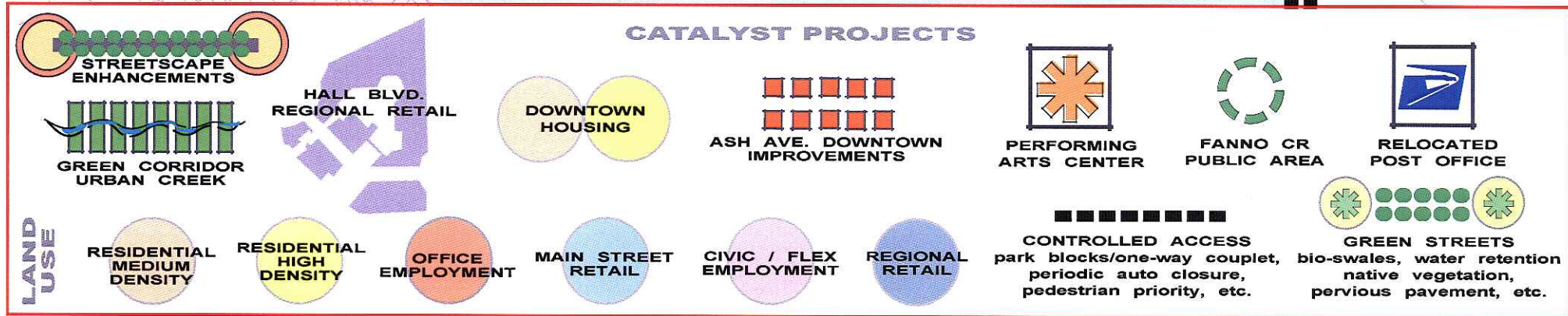
FISCAL NOTES

None.

Downtown Task Force/Downtown Improvement Plan Next Steps

Date	Meeting Type	Topics	Location/Time
May 5	Task Force	Open House results Implementation focus Preparation for next steps (Plan document, implementation, next phase)	Town Hall, 6:30
May 17	Council	Joint Meeting with Council – Update	Town Hall, Time TBD
May 26	Task Force	Introduction: Land Use Component of Plan	Town Hall, 6:30
June 9	Task Force	Draft Plan presentation, discussion	Town Hall, 6:30
June 28	Council/Planning Commission	Plan presentation to Planning Commission and City Council	Town Hall, Time TBD
July 7	Task Force	Placeholder meeting	Town Hall, 6:30
July	Council	Resolutions to accept the plan, Direction for Plan Implementation	Town Hall, Time TBD
July	Task Force Recognition Event		TBD
Aug-Oct.	Working Groups	Brand Tigard (projects and funding), Catalyst (projects and funding), Land Use Approach (work with property owners)	
Oct., Jan., April, July	Task Force	Meets Quarterly	

To get involved in Making the Plan Happen, contact downtown@ci.tigard.or.us, or visit www.ci.tigard.or.us/downtown.



CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Joint Meeting Between City Council and Park and Recreation Advisory Board (PRAB)

PREPARED BY: Dan Plaza 2590 DEPT HEAD OK  CITY MGR OK cl

ISSUE BEFORE THE COUNCIL

Jointly meet with the Park and Recreation Advisory Council.

STAFF RECOMMENDATION

Conduct joint meeting with Park and Recreation Advisory Board.

INFORMATION SUMMARY

The City Council annually meets with various Boards and Commissions. The Council last met with the PRAB on March 9, 2004. Since that time the PRAB has conducted a Park and Recreation Attitude and Interest Survey. The PRAB is now prepared to make presentations to the community. The presentations are aimed at ascertaining additional public input on: 1) land acquisition, 2) creating a Recreation Division to deliver recreation programs and activities, and 3) constructing a Community Recreation Center. The PRAB has created a power point presentation for the upcoming meetings. The PRAB has also considered the following issues since the last joint meeting:

- 1) drinking in the parks,
- 2) purchasing land inside/outside the City limits,
- 3) Senn property donation,
- 4) FY 05-06 Budget – paying particular interest to the land acquisition portion of the parks CIP,
- 5) Canterbury Park possibility,
- 6) criteria for land donations and Parks SDC credits,
- 7) submittal of a \$150,000 State grant for the construction of the Skate Park,
- 8) heard presentations on the Wildlife Refuge, Down Town Plan, various land acquisition plans,
- 9) adoption of new Parks SDC Methodology, and
- 10) adoption of the Bull Mountain White Paper.

OTHER ALTERNATIVES CONSIDERED

n/a

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY


2005 Council Goal: To Address Growth – Identify and acquire parks and open space.

ATTACHMENT LIST

Draft Power Point presentation


FISCAL NOTE

n/a




Recreation Programs A Community Recreation Center & Park Land Acquisitions for Tigard Oregon

Parks & Recreation Advisory Board
Tigard, Oregon
2005



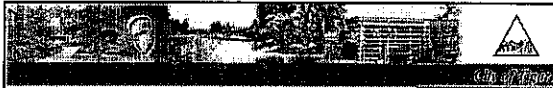
Today's Presentation...

- Introduction of the ~
Park & Recreation Advisory Board (PRAB)
- Results of Tigard's 2004 Phone Survey
 - Recreation Program
 - Community Recreation Center
 - Land Acquisitions
- Public Participation




WHO is the PRAB?

- PRAB
 - Park & Recreation Advisory Board
 - Re-established in 2003
 - Board consists of seven (7) Tigard citizens
 - Additional representatives from the
 - Planning Commission
 - Youth Advisory Council
 - Tigard-Tualatin School District
 - Alternates




PRAB's Purpose?

- To be an Advisory Board for Tigard's:
 - Public Works Director
 - City Council Members
- To work as, and advocate for and/or against, topics concerning Parks & Recreation in Tigard



2004 Phone Survey


- Phone Survey
 - Conducted in the summer of 2004
 - Scientifically valid
 - Consisted of 383 randomly chosen Tigard residents
- Overall results were favorable on many issues
- Results have assisted the PRAB in focusing its efforts



Results for Recreation Programs


Such as children classes, day camps, summer playground program, special events, trips, outdoor programs - hiking/rock climbing/water activities, after school care programs, adult programs such as sports leagues and classes

- 60% support recreation programs in order to enhance Tigard's livability
- 57% support the creation of a recreation division
- 48% willing to pay for a City recreation division
 - At a cost of \$0.22 per \$1,000 of assessed property value




Ideas for a Recreation Program

- **Feasibility of a City Recreation Division**
 - Estimated cost of \$860,000 per year (\$0.22 per \$1,000 assessed property value)
 - Potential programs offerings include: children classes, day camp, summer playground program, special events, trips, outdoor programs - hiking/rock climbing/water activities, after school care programs, adult programs such as sports leagues and classes
- **Centralized Community Recreation Center**
 - 52% support a \$6.75M bond measure to fund a Community Recreation Center (\$0.13 per \$1,000 of assessed property value)
 - House programs offered by a City Recreation Division
 - 30,000 sq. ft. building with:
 - Indoor Gym
 - Classroom
 - Multi-Purpose Room for classes/meetings/events




Survey Results for Land Acquisition

- Respondents favored a bond measure to purchase:
 - Wetlands & Green Space (49% favored to 38% opposed)
 - \$5 million (\$0.09 annually per \$1,000 of assessed property value)
- 69% of respondents *supported* the following statement, 25% opposed the statement:
 - "I like the idea that the city is considering the protection of natural wetland & greenways. I favor the idea that would preserve our natural resources."



Current Park Land in Tigard


- **Park land acreage in Tigard**
 - Goal is 11 acres per 1,000 residents
 - Currently just under 8 acres per 1,000 residents
 - Of 351 acres of park land, 179 acres are developed
- **As Compared to other communities:**
 - Portland @ 44 acres per 1,000 residents
 - Lake Oswego @ 16 acres per 1,000 residents
 - Tualatin @ 8 acres per 1,000



Land Acquisition Funding Sources


(not meant to be all inclusive)

- Park System Development Charges
- Grants
 - Metro
 - Oregon Park & Recreation Department
 - Federal Grants
- Non-Profit Organizations
 - Three Rivers Land Conservancy
 - Trust for Public Land
- Land Acquisition Bond Levy
- General Fund




We Want To Know What You Think

- Should Tigard pursue the:
 - Creation of a City Recreation Division?
 - Building of a Community Recreation Center?
- Should Tigard purchase additional land?
 - And if so, what types of acquisitions should be made?
 - Open Spaces
 - Active Park Land



The PRAB Encourages Public Participation

- We're Asking Residents ~
 - For feedback on Park & Recreation issues
 - For assistance with fund raising efforts
 - To volunteer
 - To voice your opinions
 - To share information with neighbors and community



Encouraging Public Participation

- Participate at PRAB meetings:
Held on: 2nd Monday of each month
Held at: Tigard Water Building
@ 7:00 pm
- Send comments to PRAB at:
parkrecboard@ci.tigard.or.us

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Tualatin River National Refuge Discussion

PREPARED BY: Barbara Shields DEPT HEAD OK js for JWP CITY MGR OK cl

ISSUE BEFORE THE COUNCIL

The Friends of the Tualatin River National Wildlife Refuge and Refuge staff will discuss the overall mission of the Friends. The May 17th Council presentation is part of the outreach effort to build community awareness of the Refuge.

STAFF RECOMMENDATION

N/A. Information only.

INFORMATION SUMMARY

The Tualatin River Refuge is a developing refuge and one of 10 urban refuges in the National Wildlife Refuge System. Refuge habitats consist of emergent, shrub, wetlands, riparian forests, oak and pine grassland, meadows, and mixed deciduous/coniferous forests common to Western Oregon prior to settlement. When final acquisition is completed, the refuge will total over 3,000 acres and preserve a floodplain wetland ecosystem.

The Tualatin River National Wildlife Refuge was established in 1992, when a local citizen donated a twelve-acre parcel of land. One year later, the non-profit Friends of the Refuge (FOR) was formed to support the development of the Refuge. Friends of the Refuge's accomplishments working on behalf of the Refuge for the past decade include:

- successfully advocating for two million dollars for land acquisition
- planting over 10,000 trees, shrubs, and wetland plants in partnership with Friends of Trees, U.S. Fish and Wildlife Service, and the Tualatin Riverkeepers
- conducting monthly clean up projects on the Refuge in preparation for restoring hundreds of acres of floodplain converted to farm fields
- coordinating an annual Songbird Festival which continues to grow, drawing several hundred visitors each year
- assisting local school students in development of a children's guide to the Refuge and supporting the development of a school-based Refuge Club in Sherwood
- conducting countless tours of the Refuge for groups to facilitate public access and awareness while the Refuge is still closed to the public
- successfully advocating for funds with other partners to obtain funding for safe public access

The U.S Fish and Wildlife Service (USFWS) manages the Refuge area. Public use facilities are not yet available on site and the Refuge remains closed to public entry. However, public facilities are being planned for future use. The Friends work closely in partnership with USFWS and other agencies to balance the natural legacy of the Refuge, educational and recreational opportunities and the rapid urban growth in the surrounding areas.

The Friends planned and implemented a variety of outreach efforts which enabled the community to access the Refuge and build awareness. Highlights include Songbird Celebrations, held each year in May, National Wildlife Refuge Week open houses in October, and regular habitat restoration projects for volunteers. In 2003, FOR and the Refuge celebrated the Centennial of the National Wildlife Refuge System with a gala event which drew hundreds of visitors.

The May 17th Council presentation is part of the outreach effort to build community awareness of the Refuge.

OTHER ALTERNATIVES CONSIDERED

N/A

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Growth and Growth Management Goal #1: Growth while protecting the character and livability of new and established areas, while providing for natural environment and open space throughout the community; Strategy # 3: Address planning and growth issues associated with Regional Center.

ATTACHMENT LIST

None.

FISCAL NOTES

N/A

COUNCIL PACKET MATERIALS
FOR THE FOLLOWING AGENDA ITEM
WILL BE FORWARDED TO THE
CITY COUNCIL IN THE
FRIDAY, MAY 13, COUNCIL NEWSLETTER

5. BRANDING/GRAPHIC IDENTITY CONSULTANT INTERVIEW

AGENDA ITEM # 6
FOR AGENDA OF May 17, 2005

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Discuss Measure 37 Decision-Making Entity

PREPARED BY: Jim Hendryx DEPT HEAD OK [Signature] CITY MGR OK cl

ISSUE BEFORE THE COUNCIL

Discuss and provide direction on determining the Decision Maker for Measure 37 claims.

STAFF RECOMMENDATION

Staff recommends City Council initially act as the Decision Maker for Measure 37 claims and then decide at a later date if they would like to delegate it to another body, commission, or individual.

INFORMATION SUMMARY

In November, 2004, the voters of the state adopted Ballot Measure 37, adding new sections to ORS Chapter 197, which provide that local governments may pay compensation to property owners for reductions in property values, or may waive restrictions as an alternative of payment resulting from land use regulations that restrict uses of the property.

In December 2004, the Tigard Municipal Code (TMC) was amended by Council to identify the process for evaluating Measure 37 claims. After an evaluation and staff report, a public hearing is held before a "Decision Maker". The Decision Maker must evaluate the claim and render a decision within 180 days of filing the claim. The TMC (1.20.090) establishes that Council has the initial responsibility to act as the Decision Maker, however, authority exists in the TMC for Council to delegate that authority to another board, commission, or individual.

Measure 37 requires that claims must be processed in 180 days. Council retaining authority provides the greatest latitude for processing claims within that 180 day timeframe. Appointing another board, commission, or individual as the Decision Maker is an alternative. This would free up Council from the direct responsibility to deal with the initial decision. Council would still be required to act on all claims.

At the May 17th meeting, consideration should be given as to who should act as the Decision Maker. If Council decides to initially retain its authority to act in this capacity, they could, in the future, choose to delegate it to another body, commission, or individual.

OTHER ALTERNATIVES CONSIDERED

N/A

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

Attachment 1: April 29, 2005 Memo to Council - Measure 37 – Decision Makers

FISCAL NOTES

N/A



MEMORANDUM

CITY OF TIGARD

TO: City Council

FROM: Jim Hendryx

DATE: April 29, 2005

SUBJECT: Measure 37 – Decision Makers

Oregon municipalities, including Tigard, have developed a sound system of land use planning, which includes regulations that, in some cases, restrict the uses that can be made of property. These restrictions on use of property have both served the public interest and increased property values by allowing the City to develop a harmonious way of avoiding incompatible uses and assuring appropriate development. The voters of the state adopted Ballot Measure 37 in the November 2004 election, adding new sections to ORS Chapter 197, which provide that local governments may pay compensation to property owners for reductions in property values, or may waive restrictions as an alternative of payment resulting from land use regulations that restrict uses of the property. Some property owners may believe that existing or future land use regulations as applied to their property both restrict use of the property and reduce the fair market value of the property and consequently may bring claims under Measure 37. Ballot Measure 37 explicitly allows local governments to develop procedures for assessing claims made under Measure 37.

Working in conjunction with the City Attorney's office, an ordinance was adopted to address Measure 37 claims. In December 2004, the Tigard Municipal Code (TMC) was amended by Council repealing the existing Chapter 1.20 and replacing it with a new Chapter 1.20. The TMC identifies the process for evaluating Measure 37 claims. After an evaluation and staff report, a public hearing is held before a "Decision Maker". The Decision Maker must evaluate the claim and render a decision within 180 days of filing the claim.

The TMC (1.20.090) establishes that, while Council has the initial responsibility to act as the Decision Maker, they may delegate that authority to any person, board, commission, or other entity.

While the City has not yet processed a Measure 37 claim, consideration must be given to the issue of who acts as the Decision Maker. Council still has the responsibility to review all the recommendations of the Decision Maker and make the final decision. This, however, can be done by holding a hearing or through the consent agenda process.

Advantages exist for Council to retain the authority to act as the Decision Maker. Measure 37 requires that claims must be processed in 180 days. Council retaining authority provides the greatest latitude for processing claims within the 180 day timeframe. Should another Decision Maker be appointed, Council must still affirm the decision. Accountability is another consideration. Council is elected and accountable to the voters. Measure 37 claims will potentially be controversial and consideration should be given to whether another Decision Maker would be equipped to deal with the amount of controversy. Finally, it does not appear that there will be a significant number of claims. To date, only one claim has been filed, however, it was subsequently withdrawn.

Appointing another board, commission, or individual as the Decision Maker is an alternative. This would free up Council from the direct responsibility to deal with the initial decision. Council would still be required to act on all claims. Processing time could impact this approach if a "separate" hearing was held by Council.

If Council decides to appoint another board, commission, or individual as the Decision Maker, three alternatives come to mind:

1. The Planning Commission or Hearings Officer are two obvious choices. Both have backgrounds in land use, which would be beneficial with Measure 37 claims. They occasionally deal with controversial issues.
2. Another option is to appoint an independent person to solely act as the Decision Maker, such as an attorney or other professional. This has merit; however, like the Hearings Officer, hours would need to be compensated.
3. The decision to appoint another board, commission, or individual can be made at any time, provided it does not impact the 180 day processing limitation. In other words, Council could retain the authority to act as the Decision Maker, process a few claims, and then decide how to proceed.

In conclusion, Council has been initially identified as the Decision Maker for Measure 37 claims. Authority exists in the TMC for Council to delegate that authority to another board, commission, or individual. Before a Measure 37 claim is filed, Council should give consideration to who acts as the Decision Maker. Should Council initially retain its authority to act in this capacity, it can be delegated to another body, commission, or individual in the future.

AGENDA ITEM # 7
FOR AGENDA OF May 17, 2005

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Informational Summary Report on the Urban Services Area (URB)

PREPARED BY: J. Hendryx DEPT HEAD OK [Signature] CITY MGR OK cl

ISSUE BEFORE THE COUNCIL

Council will discuss the intergovernmental agreement between Washington County and Tigard for providing services to unincorporated areas of Washington County (Urban Services Area).

STAFF RECOMMENDATION

Hear an overview on the Intergovernmental Agreement between Washington County and the City of Tigard and provide direction to staff on any course of action for providing services to the Urban Services Area (URB).

INFORMATION SUMMARY

The City of Tigard provides building, current planning and development related engineering services to the URB. This was the result of an intergovernmental agreement (IGA) with Washington County. This agreement has been in place since June of 1997 with an amended version in 2002.

The City's Comprehensive Plan adopted in 1983 recognizes Tigard as the long term service provider of urban services. The County's comprehensive plan likewise recognizes Tigard as the long term service provider. Subsequent (IGA's) reinforced this direction.

Based on comprehensive policy, an Urban Planning Area Agreement and other IGAs, the City of Tigard signed an Intergovernmental Agreement with Washington County on May 12, 1997, to provide development related services to the unincorporated area known as the Bull Mountain and Walnut Island areas. This was the result of ongoing dialogue between the City of Tigard and Washington County. Washington County has long recognized that cities are the logical providers of municipal services. The Urban Services IGA is one step toward Tigard providing municipal services to its entire Urban Services Boundary

At the May 17, 2005 meeting, Council will discuss the IGA.

OTHER ALTERNATIVES CONSIDERED

N/A

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Growth and Growth Management, Goal #2 – Urban services are provided to all citizens within Tigard's Urban Growth Boundary and recipients of services pay their share.

ATTACHMENT LIST

Attachment 1: Memo dated May 3, 2005 – Urban Services


FISCAL NOTES

Building and other development related costs for the URB are recovered through fees collected from applicants.

MEMORANDUM

CITY OF TIGARD

TO: Mayor Dirksen and City Council

FROM: James Hendryx, Director of Community Development 

DATE: May 3, 2005

SUBJECT: Urban Services

This memorandum is being presented to the City Council as an informational summary of the inception, creation and current status of the Urban Services Area (URB). The City of Tigard provides building, current planning and development related engineering services to the URB. This was the result of an intergovernmental agreement (IGA) with Washington County. This agreement has been in place since June of 1997.

I. GENERAL OVERVIEW

The City's Comprehensive Plan adopted in 1983 identified the City's ultimate service boundary and recognized Tigard as the long term service provider of urban services for the entire area which includes portions of unincorporated Bull Mountain, Metzger, etc. The County's Comprehensive Plan likewise recognizes Tigard as the long term service provider. Subsequent IGAs reinforced this direction.

Based on Washington County's and Tigard's Comprehensive Plans, the Urban Planning Area Agreement (UPA), and various IGAs, the City of Tigard signed an Intergovernmental Agreement with Washington County on May 12, 1997 with a commencement date of June 2, 1997 to provide services to the unincorporated area known as the Bull Mountain and Walnut Island areas. This was the result of ongoing dialogue between the City of Tigard and Washington County. The intent of the IGA was to better serve the residents and customers of this area. The geographic location of the City offices in relation to the County offices was one of the determining factors; customers would have less travel distance to obtain requested services. Another factor was the goal of future annexation of this area and the future development of the Urban Growth Boundary (UGB). The Urban Services Area is located between the City of Tigard city limits and the expected development of the UGB. It would seem logical, if the City was to expand its services to include future growth, the section of the Urban Services area should be annexed to provide a link to these properties. A direct outcome that resulted was the annexation of the area known as Walnut Island. The Urban Services Area currently consists mainly of the Bull Mountain portion.

Washington County's 2000 Strategic Plan identifies cities as the logical provider of urban services. City Council had also established a goal for 1996/97 for the development for an IGA for areas within Tigard's UGB. After months of discussion by Council on the merits of entering into an intergovernmental agreement with the County to provide urban services to portions of unincorporated Washington County, the City Council approved the IGA on April 22, 1997. The original terms of the IGA were for 5 years; the IGA was renewed in 2002. The agreement may be terminated between March 1 and July 1 of any year, with 90 days written notice from either party. Mutually, the agreement may be terminated at any time. If the IGA was not beneficial to Tigard, the County is open to discussion about termination. The timeframes noted in the IGA would not stand in the way of continued cooperation between the County and the City.

Originally, the scope of services included all Planning, Engineering and Building related development as well as street maintenance by the Public Works Department. This has been subsequently revised to omit services by Public Works. One of the primary objectives of proceeding with the IGA was that it would be totally self-sufficient and not require funding by the City of Tigard's general fund or other dedicated funds.

In order to track activity levels, revenue, and expenses, the City created a separate fund for the Urban Services Area. The revenue fund is identified as the Urban Services Fund within the City of Tigard Fiscal Budget. All revenues and expenses to this fund are tracked through the budget via this fund. In the beginning, intergovernmental revenue was transferred from the County to the City for initial start up costs in recognition of additional service demands and to provide funds for street maintenance. Beginning in Fiscal Year 2001-02, they no longer transferred funds to the City.

II. SERVICES PROVIDED

- **Building Division**

The Building Division is comprised of basically three sections: plan review, inspection, and administration. All jurisdictions within the State operate under the same building code standards adopted Statewide. The City, through the IGA, administers these standards for the County. They review plans, issue permits, perform building inspections, and maintain records.

Primary Service

The Building Division receives plans and applications for proposed work in the Urban Services Area as regulated by the State building codes. They provide plan review of such projects, issue permits, perform building inspections, and maintain files and microfilming of records. They do not, however, enforce the Property Maintenance Regulations (Housing Code) within this area. The Building Division provides the same level of service as customers within the City receive.

- **Planning Division**

This Division includes both Long Range Planning and Current Planning. However, Long Range Planning does not provide services to the Urban Services Area.

Primary Services

Current Planning provides full service land use development review, and permit issuance to the Urban Services Area. Tigard administers Washington County's land use standards in the URB. Code enforcement services are not provided to this area other than those identified as land use issues by the County. An important aspect is that Washington County adopted Tigard's land use standards specifically for the area are covered by the IGA. Land use standards are basically the same for the area covered by the IGA, as they are for the area within the City. The County determined that these standards were consistent with their Comprehensive Plan policy as part of their adoption process.

Since the County adopted Tigard's land use standards, the services provided are those which are found in Title 18 of the Tigard Municipal Code (TMC). The City processes all land use applications, e.g., subdivision, partitions, conditional use permits, within the area covered by the IG. This ensures that all development is consistent with all applicable sections of Title 18 of the TMC which the County adopted for the area addressed in the IGA.

- **Engineering Department**

The Engineering Department is divided into two divisions: Capital Improvement and Development Review.

Primary Services

The Capital Improvement Division reviews all construction documents, plans and specifications to ensure conformance to the various design standards and coordinates and schedules all projects whether designed in-house or by consultants. The Capital Improvement Division typically manages and inspects all projects using in-house personnel. Construction work is almost always contracted out and awarded through the bid process.

Capital improvement work is performed in conjunction with Washington County on selected streets. These are paid for by the Countywide Traffic Impact Fee Fund. Typically, these are streets that may be partially in the County and partially in the City.

Basically, Washington County and Tigard have similar engineering standards. Where there are differences, the County adopted Tigard's standards for the area addressed in the IGA. The Development Review Division is responsible for ensuring all private development projects constructed within the Urban Services area meet the adopted design standards and other local and state regulations. Services include pre-application meeting consultation, review of land use applications, inspection of sidewalks and driveways in subdivisions, inspection of lot grading for each single-family residential permit, review of construction plans for public improvements, permitting, and inspection of public improvements.

III. REVENUES

The Urban Services Fund tracks all revenues associated with development in this area. This fund covers the costs for the corresponding Building, Engineering, and Planning services in this area. With the exception of FY 1999-00 when the County provided additional funding because costs

were exceeding revenues, the URB program has been a self supporting fund. A majority of the revenue over the years has consisted of building permit revenue to the Building Division.

The activities provided by Current Planning, Building, and Engineering for the area covered by the IGA are fully supported by permit fees within this program. These activities are not supported by the general fund nor other funds. The charge to provide service to this program is based on activity levels. This is monitored throughout the fiscal year and adjusted annually.

IV. Activity Levels

As within the City, activity levels within the URB fluctuate yearly. Significant changes can occur at the program level monthly. Over the course of the IGA when activity levels have been high within the City, they have been lower in the URB and vice versa. Numerous land use applications have been processed over the last several years. Several subdivisions are nearing completion, awaiting building permits.

Although the activity level through this fiscal year has dropped from previous years, there are some upcoming substantial projects. The majority of them are single-family subdivisions with the exception of the Alberta Rider School. Overall, the URB fund revenues are projected to increase next fiscal year approximately 8% over the current fiscal year.

Some of the current and upcoming projects in the URB include:

Projects	# of Lots	Annexation Status
Alberta Rider Elementary School	n/a	Prior to Occupancy ¹
Arbor Pointe	44	
Arlington Heights III	60	May – June 2005 ¹
Bull Ridge Subdivision	15	May – June 2005 ¹
Foushee Partition No. 1	3	
Foushee Partition No. 2	3	
French Prairie Vineyards	29	
Holt Partition	2	
Mountain View Estates	19	May – June 2005 ¹
Sierra Park Subdivision	24	
Summit Ridge	82	65 of 82 lots are already in the City
Summit Ridge (Phase IV)	5	Prior to School Occupancy ¹
Trevor Ridge Subdivision	9	
Valley View Subdivision	25	
Total	320	

¹ Tentative Date

V. Overall Policy Consideration

As noted above, Washington County has long recognized cities as the ultimate provider of urban level municipal services. This is recognized in the County's Comprehensive Plan and the County's 2000 Strategic Plan. The County continues to move toward this goal.

In 1983, Tigard's Comprehensive Plan established the City's ultimate Urban Services Boundary. The IGA addresses a major portion of Tigard's Urban Services Boundary. Council, at the time the IGA was signed, recognized that the IGA was one step toward eventual annexation of the area. Further, it recognized that the City was the logical provider of urban services, i.e., development related services.

Several annexations have resulted from the IGA. The Walnut Island and several individual properties have been annexed since signing the IGA.

The IGA has laid the foundation for discussions on planning for the two Urban Growth Boundary expansion areas (63 and 64) that were recently added to the Urban Growth Boundary. Likewise, discussion is underway on how best to approach updating Tigard's Comprehensive Plan. Tigard's entire Urban Services Area, including unincorporated Bull Mountain and Metzger, should be included in the Plan update. Without doing so would not address the long term needs of the community. Discussions are underway with the County on how to incorporate these areas into the City's Comprehensive Plan update effort. Discussion includes their financial and resource commitment to assist in this effort.

VI. Summary

Both the County and the City have policies in place to support Tigard providing development related services within the area covered by the IGA. The services provided are fee-supported and not supported by the City's general fund nor other dedicated funds.

The IGA has led to several annexations since it was signed in 1997. Likewise, it provides a foundation for further discussions between the City and County for best delivery of urban services for Tigard's Urban Services Area.